

WASHINGTON COUNTY BOARD OF COUNTY COMMISSIONERS
May 20, 2015 Workshop 9:00 a.m. - Commission Board Room
1331 South Blvd., Chipley, FL 32428

DISTRICT 1	DISTRICT 2	DISTRICT 3	DISTRICT 4	DISTRICT 5
Alan Bush	Charles Kent	Charles Brock	Todd Abbott	Lynn Gothard
Chairman				Vice-Chair

Present at the meeting were Vice-Chair Gothard, Commissioners Kent, and Abbott. Commissioner Brock was present via polycom. Chairman Bush was not present. Also attending the meeting were County Attorney Goodman, County Coordinator Corbin, and Deputy Clerk Brantley. Clerk Bell was present at the first portion of the meeting with Shawna Faison, Clerk Executive Assistant replacing her absence toward the latter portion of the meeting.

I. PROCLAMATION

II. Call To Order – Vice-Chair Gothard

III. Invocation/Pledge – David Corbin/Vice-Chair Gothard

IV. AGENDA ITEMS –

- SHIP Contract with West Florida Planning Council – Cindy Mcilwain, requested the Board’s approval of a two year contract with West Florida Regional Planning Council because it coincides with the cycle of the LHAP. The contract is identical to the previous contract, except the timeframe is two years.

The current contract expires June 30, 2015.

The Board approved to list the contract on the consent agenda.

Cindy provided a SHIP update and advised the Board the program is productive.

- Land Development Code – Caitlin Cerame, West Florida Regional Council, Regional Planner, addressed the Board in reference to the comprehensive plan that is set forth in the Florida Statute and how it sets up a policy framework for the community’s vision.

Caitlin Cerame, provided a presentation before the Board.

County Attorney Goodman encouraged the Board to formulate a plan which reflect the desires of the Washington County residents.

- Courthouse Update – Jim Roberson, JRA Architects, provided the Board a summary of progress over the eight-month period since the contract was signed.

The historic elements that were are in good condition.

The City of Chipley approved the Development Order, 5 – 0.

- TDC Seat Appointment – Heather Lopez, TDC asked the Board to approve the appointment of Mayor Victor Starling to seat #3, which was previously filled by Gwen March. The second request is for Paul Goulding, Goulding Agency to fill seat #7, which is a tourism industry seat.

Commissioner Kent requested clarification that the industry Paul Goulding is in would not cause any issues with him filling seat #7.

County Attorney Goodman advised the Board the statute requires a connection to tourism. There is work that Paul Goulding does that is connected directly to the tourism industry.

There are not any ethical concerns that would prevent him from being on the Board.

Heather Lopez advised the Board the positions were advertised via newspaper ads as well as in an article written by the newspaper on the TDC, which brought in no response on seat #7 as well as a couple of other seats that are vacant.

Paul Goulding contacted the office and advised he was interested in a position.

The Board agreed to list the seat appointment of Victor Starling, seat #3, and the appointment of Paul Goulding, seat #7 on the consent agenda.

- Mosquito Control – Karen Johnson, Washington County Health Department, advised the Board Washington County has received \$19,540.00 additional money for mosquito control.

The funds will be used to compile trapping data, which is used in the case of a declared emergency for floods and aerial spraying is pursued. The traps will be set in Sunny Hills, Caryville, Ebro, Vernon, and Wausau.

The funding will be available next year.

Environmental Health Program Update – Karen Johnson, Washington County Health Department advised the Board there have been 207 inspections done from July 1 through current, and 39 nuisance investigations have been worked.

- State Approved Comprehensive Emergency Plan – Lynne Abel, Public Safety Director advised the Board as required by the Florida

Administrative Code the County's Comprehensive Emergency Plan has passed a review by the Florida Department of Emergency Management. She requested Board approval of the plan.

Commissioner Gothard clarified with Lynne Abel that she needs approval of the resolution.

The Board approved to list the resolution on the consent agenda.

- 2015-2016 Fire Department Funding – Commissioner Gothard addressed the Board that for this upcoming budget year she would like each Chief to submit to the Board a 0.00 balance budget.

In the past, a half mil has been set aside along with using a funding formula.

- Road Name Change Fee Waiver – Commissioner Kent, County Coordinator Corbin, - Clint Erickson, E911 addressed the Board in reference to an addressing issue located on Rockhill Circle. One issue is there are multiple houses using the same address followed by A, B,C sequence, which cause complications for emergency response personnel.

The County policy states that if there are three or more houses the driveway would be named as a private drive with an individual number for that particular home.

There has been an issue with this affecting Mr. Odom.

He asked if the Board would like to handle the County caused issues individually.

Commissioner Kent suggested the Board look at the policy in such a way that each individual situation does not have to come before the Board to approve of the variances.

Commissioner Gothard addressed the Board they agreed prior, if it was County initiated the cost would be waived. Mr. Odom's situation was initiated because he is putting in another residence and having to meet some land development codes.

Commissioner Kent advised the Board, if he had not initiated the process, 911 would have gotten to him.

Commissioner Brock addressed the Board there are many addresses that are going to have to be addressed in reference to addresses that contain the A, B, C sequence.

The Board agreed to list waiving the \$350.00 for the name change for Mr. Odom.

- Road Name Change Ordinance Proposed Revisions – Michael J. DeRuntz, Senior Planner addressed the Board in reference to issues that have arose with the ordinance since it has been adopted. In reference to the naming of roads, the application process could be extensive due to the approval process that is required.

The cost for the signs, street sign, and stop sign is estimated at \$150.00. That cost is not specifically passed on by the ordinance. The recommendation is to amend the fees, including the cost for signs.

There is an abundance of addresses, which are followed by the A, B, and C sequence in Washington County.

The recommendation is that the fee should be waived for those that are County initiated corrections.

Commissioner Gothard clarified the amendment would mean, no application, or sign cost, and naming of road to the County.

Commissioner Kent suggested the fee remain \$350.00; possibly transfer a portion to public works for the cost of signs.

Commissioner Gothard addressed the Board in reference to a road sign displaying the name Jack Green Drive but the residents that live on that road have a road name address of Pioneer.

Another case of this is John Hall Drive but the road is Parrish Steel.

The road names need to be clarified.

County Attorney Goodman advised the Board they are responsible for naming the County road.

The direction from the Board is for the staff to handle the matter.

- Future Land Use Map Amendments – Michael J. DeRuntz, Senior Planner updated the Board on the process of the Future Land Use Map Amendments. The public hearing has been advertised.

Michael J. DeRuntz addressed the Board in reference to a request

via an e-mail from Tonya Pippin. The request is to change two parcels of land to commercial before the future land use map is formally adopted at the local level by the Board of Commissioners.

Michael J. DeRuntz advised the Board the properties were not formally identified in the list or advertised to be changed.

Suggestion – The properties should have been included as well as notices sent out. There are other properties like this in the County, which will be addressed to identify discrepancies/misclassifications in the existing future land use map.

Michael J. DeRuntz suggested this property should have been brought forward during the future land use map request change.

Jim Town advised the Board they should address the changes in their annual review process.

There was discussion among the Board.

County Attorney Goodman advised the Board the notice requirements have to be met if a change is proposed.

Vice-Chair Gothard clarified with Mr. DeRuntz his recommendation is for the Board to accept the document as it is.

Mr. DeRuntz confirmed that is correct. It is what has been sent to The Department of Economic Opportunity.

The consensus of the Board is to list the FLUM approval on the consent agenda.

Vice-Chair Gothard called a 10-minute recess.

- Special Exception Type I – Residential use in a General Commercial FLUM District – Michael J. DeRuntz, Senior Planner advised the Board he has received a land use change request from Mrs. Tagert/Jordan. She plans to use the property for business use, as well as home use. The property address is 1512 Hwy. 90, Chipley, Florida.

Mr. DeRuntz recommends approval because it is consist with the comprehensive plan and land development code.

The Planning Commission recommends approval and the neighborhood information meetings have been held.

The Board agreed to list the special exception I on the consent agenda.

III. PUBLIC WORKS SUPERVISORS – None

County Coordinator Corbin advised the Board they recently celebrated National Public Works Appreciation Week.

Dallas Carter and Johnny Evans thanked the Board and County Coordinator.

V. COUNTY ENGINEER –

County Engineer Knauer addressed the Board in reference to the following:

- Bid Tabulation – The bidders were Roberts and Roberts, Anderson Columbia, C.W. Roberts Contracting, and GAC Contractors. Roberts and Roberts bid \$1,695,945.00, and an alternate cost of \$1,810,945.00. Anderson Columbia's bid is \$1,721,617.71 for the base bid.

County Engineer Knauer advised the Board this is for repaving County Road 170, which is estimated at 36,000 ft. x 22 ft. wide. Anderson's alternate cost is \$1,750,896.59.

C.W. Roberts is \$1,562,729.00 and an alternate of \$1,651,279.00
GAC Contractors is \$1,731,456.79 and an alternate of \$1,771,203.16.

C.W. Roberts is the low bidder, which includes the alternate of \$1,651,279.00.

The construction budget is estimated under \$2,000,000.00.

County Engineer Knauer recommended awarding the project to C.W. Roberts Contractors for \$1,651,279.00.

The Board agreed to list the above recommendation on the consent agenda.

- Griffin Road – The plans and specs have been prepared and are scheduled to be submitted to The Florida Department of Transportation.
- Shakey Joe Road – The plans are complete. During the last year, the road has been damaged by logging trucks, which has caused

elimination of the base.

The Board has \$99,000.00 from The Department of Transportation to resurface the road but the road currently has no base.

The direction from the Board is for County Engineer Knauer to bid out for resurfacing.

- Griffin Road – The boarings are complete but he has not received the requirements. The plans include raising the section where settling has occurred.

Shakey Joe and Griffin Road – Both roads will be advertised at the same time with full depth reclamation to Shakey Joe.

- Ag Center – There is a section of roof that needs to be rebuilt. When the HVAC was done the old roofline was not sealed. When the gutters are overwhelmed from a storm event it spills out into the flat roof area, which causes it to run down the HVAC duct work.

The aluminum roof on top needs to be pulled off, and everything that is below it needs to be redone and resealed. The gutters should also be larger than they currently are.

County Coordinator Corbin advised the Board rental income has decreased because of this.

The insurance will not pay anything.

Ruth Brooks advised the Board she has requested a written report from Pat Thomas that advises the claim has been officially denied. Currently a verbal denial has been received.

She has also requested a copy of the structural engineer report.

Commissioner Abbott advised they cannot afford to not address the problem and requested a cost to repair.

County Engineer Knauer advised the Board in order to get prices a plan and specs need to be done.

County Coordinator Corbin suggested County Engineer Knauer use his contacts in order to complete specs.

Julie Dillard addressed the Board in reference to grant funds available through FDACS and USDA to refurbish agricultural centers and possibly building facilities. The grant would require matching funds from the County, which could be in the form of a building that already exist or land that, would be promised to build a new facility on.

There are more problems other than the roof, such as the mortar between the blocks is gone and the building is not being sound.

County Engineer Knauer advised the Board there was a structural engineer report done an estimate of seven years ago, which provided direction on how to fix the building.

Vice-Chair Gothard directed Julie to research and report to County Coordinator Corbin.

This issue will be readdressed at the June meeting per County Coordinator Corbin.

- Gainer Road HMGP – The County is eligible for \$60,000.00 to cover the cost of the intersection and Joe Neel and Gainer. The benefit cost analysis is currently being worked on.
- FEMA Projects – County Engineer Knauer advised the Board he is currently working on specs for King Kutter in order to advertise. The notice of award has been sent to the contractor. The direction from the Board is to start with the smallest project first, which is \$168,000.00.
He suggested funding the \$168,000.00 out of current funds and after that project is finished apply for FEMA funds for the largest project. If funding is needed for the other projects after this seek borrowing funds from a private lending institution.

The Board discussed different ways to fund the projects.

- Hightower Springs – The water level is too high to install the retaining walls. The projected timeframe will be 2 weeks.

Live Oak Landing – Commissioner Gothard addressed County Engineer Knauer in reference to a complaint from fisherman that fish are being hung up on the rocks when reeling in. They questioned if sand could be put over the rocks.

County Engineer Knauer advised no. There is a boardwalk that will be put in that the fisherman can fish from.

That will not be bid out until Hightower's boardwalk is ready to be installed.

VI. COUNTY COORDINATOR – County Coordinator Corbin advised the Board the current invoice that has been received from Jason Wheeler for the period of April 27 – May 15 is \$31,320.00.

- FEMA Coordinator Report – Jason Wheeler addressed the Board in reference primarily on the June 2015 flood. There were a lot of PW’s discovered that have omitted elements, and scope of work and calculation errors.

Washington County has precedence and specific evidence to take corrective action on many of those to a certain extent.

Jason Wheeler went through a presentation for the Board in reference to rebuilding a road, PW errors, offset, funding, and a summary of findings.

The total found in missing elements is \$2,168,283.86.

Commissioner Abbott advised Mr. Wheeler to work with Public Works Supervisors and County Coordinator Corbin.

County Coordinator Corbin suggested paying the current invoice for Wheeler Management and to list on the consent agenda for the rest of the work.

Vice-Chair Gothard called a recess until 1:00 p.m.

The meeting was called back to order.

Commissioner Brock was not present via polycom at this point.

- 2015-2016 Budget – County Coordinator Corbin advised the Board he has requested a tentative budget from the departments.
- Energy Audit – County Coordinator Corbin advised the Board he will be prepared to give a recommendation 5/28.

County Attorney Goodman went over the process with the Board.

The Board agreed to list the Energy Audit on the regular agenda.

- Healthy Families – County Coordinator Corbin suggested approval of the Healthy Families agreement for a two-year period.

The Board agreed to list the above on the consent agenda.

- Greenhead Fire Station – County Coordinator Corbin advised the Board that Gene Brandow has brought to his attention 4.96 acres, which includes a building that is for sale.

County Coordinator Corbin suggested the building would be a good investment, if they had any use for a building in the future. The asking price is \$215,000.00 and the building has been appraised at \$235,000.00.

Commissioner Abbott suggested the building could be used for a multi-use building.

County Coordinator Corbin advised Commissioner Abbott that Sheriff Haddock did not show any interest in a multi-use building.

Commissioner Gothard suggested the building could be purchased for a future growth investment.

County Coordinator Corbin suggested refraining until the meeting he has scheduled with the Jim Palmer.

- DOT Right-of-Way Offer – County Coordinator Corbin advised the Board DOT has offered \$6,100.00. County Attorney Goodman advised the Board he does not have any issues with the documents that have been sent from DOT.

County Coordinator Corbin advised the Board he spoke with the Property Appraiser and the price is in line with other area sales.

The Board approved to list the above on the consent agenda.

VII. CLERK –

- Courthouse Auction – Mrs. Faison advised the Board the auction for salvaged items from the Courthouse is scheduled for June 5, 9 – 12. The location will be at the Ag Center.

County Coordinator Corbin advised the Board that he would be the auctioneer.

- Security – Mrs. Faison addressed the Board in reference to security for the Clerk’s Office. The bailiff’s that are located in the annex provide security for the Judge’s. There have been a couple of security issues in the Clerk’s Office that required attention.

The Board, County Coordinator Corbin, County Attorney Goodman, and Mrs. Faison held discussion on security.

Security will be discussed at the next meeting.

- Construction Project Auditing – Mrs. Faison advised the Board that

Carr, Riggs, and Ingram has offered to provide construction-auditing services for the Courthouse Construction project. County Attorney Goodman advised the Board there is an abundance of oversight on the courthouse project. He does not see the need for the auditing services in reference to this project.

The Board did not show interest in pursuing services with Carr, Riggs, and Ingram for the courthouse project.

VIII. DEPUTY CLERK

- Value Adjustment Board Appointees – Deputy Clerk Brantley requested VAB appointees for 2015.

The Board agreed to appoint Gary Hartman, Commissioner Bush, and Commissioner Gothard.

The above was listed on the consent agenda.

- Tri-County Community Council Liaison – Deputy Clerk Brantley advised the Board Commissioner Brock plans to resign his position as the Tri-County Community Council Liaison, which will require a replacement.

County Attorney Goodman spoke on Commissioner Brock's dedication to the Tri-County Community Council Board.

Commissioner Abbott and Gothard suggested Commissioner Kent as Commissioner Brock's replacement.

The Board agreed to list the Tri-County Liaison on the regular agenda.

IX. COUNTY ATTORNEY –

- Probation and Parole Lease – County Attorney Goodman advised the Board per their request for Probation and Parole to amend addendum D. which has been amended.

County Attorney Goodman addressed the Board the old addendum stated within 90 days of August 1, 2015 –

1. machine clean all carpet areas within the current lease of the occupied space
2. Replace all floor coverings throughout the lease space

The new addendum has taken out replace all floor coverings throughout the leased space

The Board would be responsible at this point for is cleaning, and before 2017 the flooring will need to be replaced.

The Board agreed to list the agreement on the consent agenda.

- X. ADJOURN – Commissioner Abbott offered a motion, seconded by Commissioner Kent and carried to adjourn.

Deputy Clerk Brantley

Date Board Approved